



# Certificate and Certification Programs for CP26 Workforce

Manpower Policy, Plans  
And Programs Division,  
DCS, G-1



# Certification and Certificate Programs for CP26

- Purpose:
  - Provide Planning Board with Background on Certificate and Certification Programs
  - Develop Course of Action for the Way Ahead



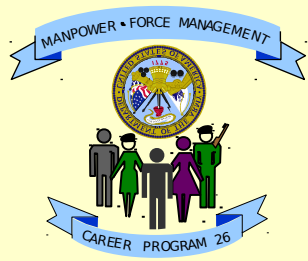
# Background

- CP26 Board of Directors (BOD) Recognized Importance of Professional Credentials for CP26 Workforce
- Feasibility of a Certificate Program in Management Analysis Discussed
- Feasibility of a Certification Program Discussed



# Certificate Programs Research

- Researched Colleges and Universities for Existing Programs
- Found Programs were Tailored for Entry-Level (First Year Undergraduate) Work
- Researched Private Sector Firms
- Consulted USDA Graduate School (The Suggested Course Provider in CP26 ACTEDS Plan)



# Certificate Program Providers

- USDA Graduate School Offers
  - Program and Management Analysis Certificate
  - Financial Management
- Management Concepts Offers
  - Analysis Certificate Program
  - Financial Management
  - Leadership and Management



# Certificate Programs

## USDA and Management Concepts

ANALYSIS CERTIFICATE PROGRAM			PROGRAM & MANAGEMENT ANALYSIS CERTIFICATE		
TITLE	DA	\$\$	TITLE	DA	\$\$
Essentials of Analysis	3	\$575.00	Prerequisites:		
Data Collection Techniques	5	\$775.00	Basic Statistics	4	\$675.00
Data Analysis and Interpretation	4	\$675.00	Management Analysis: Overview	4	\$675.00
Communicating Analysis Results	3	\$575.00	Required:		
<b>SUB-TOTAL</b>	<b>15</b>	<b>\$2,600.00</b>	Management Analysis: Designing and Conducting a	4	\$675.00
Two Electives:			Management Analysis: Data Gathering OR	4	\$675.00
			Data Collection and Analysis	5	
Critical Thinking	2	\$475.00	Cost Benefit Analysis Workshop	3	\$545.00
Techniques for Successful Project Management	2	\$850.00	Project Management	4	\$675.00
Advanced Data Analysis Techniques and Strategies	4	\$675.00	Management Analysis: Advanced Applications	4	\$675.00
Cost Benefit Analysis	3	\$575.00	<b>SUB-TOTAL</b>	<b>32</b>	<b>\$4,595.00</b>
Creativity and Innovation	2	\$475.00	Three Electives:		
Financial Statement Analysis for Managerial Decision Ma	2	\$435.00	Federal Budgeting for Non-Budget Personnel OR	3	\$545.00
Performance-Based Budgeting	3	\$550.00	Introduction to Federal Budgeting	3	\$545.00
Performance Measurement: Improving Organizational O	2	\$475.00	Interpersonal Communications OR	2	\$395.00
Problem Solving	3	\$575.00	Technical Writing	3	\$545.00
Program and Budget Analysis Using Microsoft Excel	4	\$695.00	Introduction to IT	3	\$545.00
Statistics Made Simple	5	\$775.00	Introduction to Program Evaluation OR	5	\$745.00
			Management Accountability and Control	2	\$485.00
<b>TOTAL 2 ELECTIVES (AVG COST)</b>	<b>6</b>	<b>\$1,192.00</b>	Jump-Starting High Performing Teams: The Fundam	2	\$495.00
			Management Analysis: Planning	4	\$675.00
<b>TOTAL PROGRAM COST</b>	<b>21</b>	<b>\$3,792.00</b>			
			<b>TOTAL 3 ELECTIVES (AVG COST)</b>	<b>9</b>	<b>\$1,105.00</b>
			<b>TOTAL PROGRAM COST</b>	<b>41</b>	<b>\$5,700.00</b>



# Advantage of Management Concepts, Inc.

- Certificate Programs in Analysis, Leadership and Management
- Financial Management Curriculum Aligns with the Joint Financial Management Improvement Program (JFMIP)
- Several Courses Approved by CP11
- Courses Provide American Council on Education (ACE) Equivalent Credit



# Certification Program

- Generally Offered through Education or Professional Associations/Bodies
- Designations Such as CPA, CFP, CRB, CGFM Are Recognizable and Accepted in Private Industry
- Brings People with Common Skills into a Common Arena





# Certification Program Background

- Prior Research into Professional and Functional Associations Revealed No Matches
- Those Researched Were Either Too Narrow in Focus or Too Expensive to Join
- Most Functional Organizations Either Corporate Sponsored or Dues Based
- Closest CP26 Relationship is to American Society of Military Comptrollers
  - Partnered with DoD to Develop CDFM



# Recommendations for Discussion

- Suggest Incorporating Management Concepts into CP26 ACTEDS Plan as Course Provider
- Pilot Certificate Programs with Selected CP26 Employees and Evaluate
- Pursue Discussions with ASMC to Explore CP26-Unique Certification